CITY OF SEATTLE

ORDINANCE 127006

COUNCIL BILL 120758

AN ORDINANCE relating to City employment; providing wage increases effective January 4, 2023, and January 3, 2024, for certain non-represented City employees and officers; providing adjustments to certain pay titles in addition to the 2023 and 2024 wage increases; amending Sections 4.04.030, 4.20.325, 4.28.010, 4.28.020, and 4.34.020 of the Seattle Municipal Code; and ratifying and confirming certain prior acts.

BE IT ORDAINED BY THE CITY OF SEATTLE AS FOLLOWS:

Section 1. As requested by the Seattle Human Resources Director and recommended by the Mayor, effective January 4, 2023, the base wage rates for all non-represented City employees and officers, except those holding Library positions and those positions identified by the titles listed in Section 3 of this ordinance, shall be increased by five percent.

Section 2. As requested by the Seattle Human Resources Director and recommended by the Mayor, effective January 3, 2024, the base wage rates for all non-represented City employees and officers, except those holding Library positions and those positions identified by the titles listed in Section 3 of this ordinance, shall be increased by 4.5 percent.

Section 3. Employees of the City Library system and non-represented City employees or officers holding positions identified by the following specified titles or salary plans are excluded from the wage increases described in Sections 1 and 2 of this ordinance:

City Attorney, Assistant
City Light General Manager and Chief Executive Officer
Contract Employee-Intermittent
Councilmember
Electric Utility Executive, All Classes
Executive Manager-City Auditor
Executive Manager-Legislative
Executive, All Classes

Hearing Examiner, All Classes
Hearing Examiner-Pro Tempore-Intermittent
High School Intern-Intermittent
Information Technology Professional, All Classes
Investments/Debt Director, All Classes
Legislative Assistant
Legislative Assistant-Intermittent
Magistrate
Manager, All Classes
Mayoral Staff Assistant, All Classes
Members of Boards or Commissions with Session or Meeting Rates
Municipal Judge
Municipal Judge-Pro Tempore-Day-Intermittent
Seattle Police Chief
Power Marketer
Strategic Advisor, All Classes
Strategic Advisor-Audit
Strategic Advisor-Legislative
Volunteer Firefighter-Skagit Project
Volunteer Firefighter-Skagit Project-Intermittent
Work Training Enrollee-Intermittent
Work Training Enrollee-Tier II-Intermittent
Youth Employment Enrollee-Summer-Intermittent
Youth Employment Enrollee-Summer-NC-Intermittent

Section 4. Before applying the five percent wage increase provided by Section 1 and the 4.5 percent wage increase provided by Section 2, the following non-represented job titles shall also receive an increase to their base wage rates consistent with wage increases negotiated for identical represented job titles in the PROTEC17 Professional, Technical, Senior Business, Senior Professional and Administrative Support Unit. Hourly base wage rates for the following non-represented job titles shall correspond with the hourly base wage rates of the identical represented job title, as set forth in the "Agreement By and Between The City of Seattle and PROTEC17 Units: Professional, Technical, Senior Business, Senior Professional and Administrative Support," which agreement is effective January 1, 2023:

Accounting Technician I
Accounting Technician II
Accounting Technician III
Accounting Technician Supervisor
Administrative Specialist I
Administrative Specialist II
Administrative Specialist III
Administrative Support Assistant
Administrative Support Supervisor
Public Relations Specialist
Public Relations Specialist, Senior
Safety & Health Specialist
Safety & Health Specialist, Senior

Section 5. Section 4.04.030 of the Seattle Municipal Code, last amended by Ordinance 125148, is amended as follows:

4.04.030 Definitions

Unless another meaning is clearly indicated from the context, as used in this ((~~title~~)) Title 4:

* * *

35. "Temporary worker" includes both temporary and less than half time employees and means a person who is employed in:

a. ((~~an~~)) An interim assignment of up to one year to a vacant regular position to perform work associated with a regularly budgeted position that is temporarily vacant and has no incumbent; or

b. ((~~an~~)) An interim assignment for short-term replacement of a regular employee of up to one year when the incumbent is temporarily absent; or

c. ((~~a~~)) A short-term assignment of up to one year, which may be extended beyond one year only while the assignment is in the process of being converted to a regular

position, to perform work that is not ongoing regular work and for which there is no regularly budgeted position; or

d. ((a)) A less than half-time assignment for seasonal, on-call, intermittent or regularly scheduled work that normally does not exceed 1,040 hours in a year, but may be extended up to 1,300 hours once every three years and may also be extended while the assignment is in the process of being converted to a regular position; or

e. ((a)) A term-limited assignment for a period of more than one but ((less)) fewer than three years for time-limited work related to a specific project, grant, or other non-routine substantial body of work; for the replacement of a regularly appointed employee when that employee is absent on long-term disability time loss, or medical or military leave of absence; ((or)) for the replacement of a regularly appointed employee who is assigned to special time-limited project work((.)) ; or for the replacement of a regularly appointed employee who has been released for union leave pursuant to collective bargaining agreements.

For purposes of administering temporary assignments, one year shall be equivalent to 26 consecutive pay periods. The Seattle Human Resources Director may promulgate rules that direct departments to limit temporary assignments to fewer hours than this ((ordinance)) Title 4 provides for.

Except as may be provided by ordinance or labor contract, temporary workers shall be exempt from the provisions of this Title 4.

* * *

Section 6. Section 4.20.325 of the Seattle Municipal Code, last amended by Ordinance 126010, is amended as follows:

4.20.325 Overtime-related meal compensation

A. Any full-time City officer or employee who, pursuant to specific directions of the head of the employing unit to which such worker is assigned, or of such head's designee, works for a total of two or more consecutive overtime hours ((~~beyond~~)) at the beginning or end of either (1) such worker's normal working hours, or (2) a reasonably continuous period of overtime equal to the length of such worker's normal shift, shall be compensated as specified in subsection 4.20.325.B for one meal that such worker purchased reasonably contemporaneously with such overtime. In the event the head of the employing unit to which such worker is assigned, or the head's designee, has certified in writing, to the Director of Finance and Administrative Services, that because of emergency circumstances, the worker was required to work overtime on an immediate and continuous basis without the opportunity to plan and take normal meal breaks, then such worker shall be compensated as specified in subsection 4.20.325.B for such additional number of meals as are indicated in such certification.

B. If such worker provides the purchased meal receipt(s) to the worker's supervisor no later than the ((~~beginning of the worker's next regular shift~~)) end of the following pay period, the worker shall be eligible for the reimbursement of the actual cost of the meal(s), but no more than the average cost for the meal(s) as reflected in a national comparative cost index such as the Runzheimer Meal—Lodging Cost Index; but if such receipt(s) are not provided as specified herein, then such worker shall be eligible only for meal compensation in the sum of $20 per meal for which compensation has been authorized as provided in this Chapter 4.20.

C. Temporary employees identified in subsection 4.20.055.A shall be eligible for the overtime meal compensation provided in this Section 4.20.325.

Section 7. Section 4.28.010 of the Seattle Municipal Code, last amended by Ordinance 126558, is amended as follows:

4.28.010 Granting of bereavement leave

All City employees, including temporary workers who qualify pursuant to subsection 4.20.055.C, and excluding employees covered by that certain collective bargaining agreement entered into between the City and Seattle Police Officers' Guild, shall be allowed ((~~five days~~)) 40 hours off (prorated for part-time employees), usable in ((~~eight-hour~~)) full-day increments or increments of one hour (((~~prorated for part-time employees~~))), without salary reduction for bereavement purposes in the event of ((~~a~~)) the death of any ((~~close~~)) relative to such officer or employee. ((~~In the event of a death of relative other than a close relative, department heads or a designated management representative may authorize bereavement leave not to exceed five days off work, chargeable to the sick leave account of the officer or employee.~~)) Employees shall use their bereavement leave benefit within one year of the death of such ((~~qualifying family member~~)) relative; however, employees may request, and appointing authorities may grant, extensions of ability to use such leave if the employees submit such request within 30 days of the relative's death.

Section 8. Section 4.28.020 of the Seattle Municipal Code, last amended by Ordinance 126010, is amended as follows:

4.28.020 Definitions

For the purposes of this Chapter 4.28:

"Relative" is defined as any person related to the employee by blood, marriage, adoption, fostering, guardianship, in loco parentis, or domestic partnership.

((~~"Close relative" means the following relatives of the employee or the employee's spouse or domestic partner:~~

~~1. Spouse or domestic partner,~~

~~2. Child,~~

~~3. Parent,~~

~~4. Sibling,~~

~~5. Grandchild,~~

~~6. Grandparent, or~~

~~7. Legal guardian, ward, or any person over whom the employee or the employee's spouse or domestic partner has legal custody.~~

~~"Domestic partner," when used in reference to a person other than the domestic partner of an officer or employee, means a person identified by the officer or employee as the relative's domestic partner in an affidavit or declaration of domestic partnership in form prescribed therefor by the Seattle Human Resources Director.~~

~~"Relative other than a close relative" means the following relatives of the employee or the employee's spouse or domestic partner:~~

~~1. Cousin,~~

~~2. Parent's sibling,~~

~~3. Parent's sibling's child, or~~

~~4. Spouse or domestic partner of a sibling, child, or grandchild.~~))

Section 9. Section 4.34.020 of the Seattle Municipal Code, last amended by Ordinance 111757, is amended as follows:

4.34.020 Vacation credit accrual rate((.))

A. Basic structure. Except as provided in subsections 4.34.055.D and 4.34.055.E, City employees shall accrue annual vacation credit at the rate and up to the maximum vacation

balance shown in ((~~the~~)) Table A for 4.34.020 for each hour worked on regular pay status as shown on the payroll.

B. Accrual rate and maximum accumulation table. The vacation accrual rate shall be determined in accordance with rates set forth in the Accrual Years/Hours Column ((~~1~~)) of Table A for 4.34.020. The Vacation Days and Hours Per Year Columns ((~~2~~)) depict((~~s~~)) the corresponding equivalent annual vacation creditable to a full-time employee. The Maximum Hours Column ((~~3~~)) depicts the normal maximum number of hours of vacation credit that can be accrued and accumulated at any time.

C. Maximum accrual. No employee may accrue credit for annual vacation time for more than 80 hours per pay period except employees in the Health Department paid through the King County payroll system, who may accrue credit for annual vacation time up to 87 hours per pay period. Except as ((~~is~~)) provided in subsections 4.34.055.D and 4.34.055.E, accrual and accumulation of vacation time shall cease at the time an employee's vacation credit balance reaches the normal maximum balance and shall not resume until the employee's vacation credit balance is below the normal maximum balance.

((~~Table A for 4.34.020~~					
~~Column 1 Accrual Rate~~		**~~Column 2 Equivalent Annual Vacation Creditable to a Full-Time Employee~~**			**~~Column 3 Normal Maximum Vacation Balance*~~**
~~Hours on Regular Pay Status~~	**~~Vacation Accrued Per Hour~~**	**~~Years of Service~~**	**~~Working Days Per Year~~**	**~~Hours~~**	**~~(Hours)~~**
~~Less than 08321~~	~~.0460~~	~~0 through 4~~	~~12~~	~~(96)~~	~~192~~
~~8321 through 18720~~	~~.0577~~	~~5 through 9~~	~~15~~	~~(120)~~	~~240~~
~~18721 through 29120~~	~~.0615~~	~~10 through 14~~	~~16~~	~~(128)~~	~~256~~
~~29121 through 39520~~	~~.0692~~	~~15 through 19~~	~~18~~	~~(144)~~	~~288~~

~~39521 through 41600~~	~~.0769~~	~~20~~	~~20~~	~~(160)~~	~~320~~
~~41601 through 43680~~	~~.0807~~	~~21~~	~~21~~	~~(168)~~	~~336~~
~~43681 through 45760~~	~~.0846~~	~~22~~	~~22~~	~~(176)~~	~~352~~
~~45761 through 47840~~	~~.0885~~	~~23~~	~~23~~	~~(184)~~	~~368~~
~~47841 through 49920~~	~~.0923~~	~~24~~	~~24~~	~~(192)~~	~~384~~
~~49921 through 52000~~	~~.0961~~	~~25~~	~~25~~	~~(200)~~	~~400~~
~~52001 through 54080~~	~~.1000~~	~~26~~	~~26~~	~~(208)~~	~~416~~
~~54081 through 56160~~	~~.1038~~	~~27~~	~~27~~	~~(216)~~	~~432~~
~~56161 through 58240~~	~~.1076~~	~~28~~	~~28~~	~~(224)~~	~~448~~
~~58241 through 60320~~	~~.1115~~	~~29~~	~~29~~	~~(232)~~	~~464~~
~~60321 and over~~	~~.1153~~	~~30~~	~~30~~	~~(240)~~	~~480~~
~~* Subections 4.34.055.D and 4.34.055.E authorize temporary exceptions to this maximum balance.~~))					

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Table A for 4.34.020			
Accrual Years/Hours	Vacation Days	Hours Per Year	Maximum Hours
Year 0-3 / 0-6,240	12	96	192
Year 4-7 / 6,241-14,560	16	128	256
Year 8-13 / 14,561-27,040	20	160	320
Year 14-18 / 27,041-37,440	23	184	368
Year 19 / 37,440-39,520	24	192	384
Year 20 / 39,521-41,600	25	200	400
Year 21 / 41,601-43,680	26	208	416
Year 22 / 43,681-45,760	27	216	432

Year 23 / 45,761-47,840	28	224	448
Year 24 / 47,841-49,920	29	232	464
Year 25+ / 49,921+	30	240	480

Section 10. Any act consistent with the authority of this ordinance taken prior to its effective date is ratified and confirmed.

Section 11. This ordinance shall take effect as provided by Seattle Municipal Code Sections 1.04.020 and 1.04.070.

Passed by the City Council the 2nd day of April, 2024, and signed by me in open session in authentication of its passage this 2nd day of April, 2024.

Sara Nelson

President _____ of the City Council

☑ Approved / ☐ returned unsigned / ☐ vetoed this 5th day of April, 2024.

Bruce A. Harrell

Bruce A. Harrell, Mayor

Filed by me this 5th day of April, 2024.

Scheereen Dedman, City Clerk

(Seal)